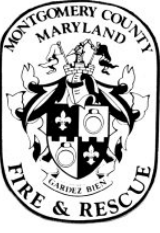
	<h1 style="text-align: center;">EXECUTIVE REGULATION</h1> <h2 style="text-align: center;">MONTGOMERY COUNTY FIRE AND RESCUE COMMISSION</h2>		No. 02-01
			EFFECTIVE DATE: 6/26/01
	TITLE	Integrated Emergency Command Structure (IECS)	PAGE 1 OF 8

MONTGOMERY COUNTY FIRE AND RESCUE SERVICE EXECUTIVE REGULATION

INTEGRATED EMERGENCY COMMAND STRUCTURE (IECS)

Issued by: Montgomery County Fire and Rescue Commission
 Authority: Code Section 21-8
 Executive Regulation No.02-01
 Council Review: Method (2) under Montgomery County Code Section 2A-15
 Supersedes: Executive Regulation No. 52-93, December 7, 1993
 Register Vol. 18, No. 2
 Effective Date: June 26, 2001

- SUMMARY:** This regulation adopts an Integrated Emergency Command Structure (IECS) that provides a chain of command for use in the control of all incidents, and applies to all Montgomery County fire, rescue, and emergency medical services personnel.
- DEADLINES:** Montgomery County Register Comment: March 2, 2001
 Montgomery County Fire Board Comment: March 2, 2001
 Div. of Fire and Rescue Services Comment: March 2, 2001
 Local Fire and Rescue Depts. Comment: March 2, 2001
- ADDRESS:** Please address comments pertaining to the proposed regulation to Gordon A. Aoyagi, Chairman, Montgomery County Fire and Rescue Commission, 12th Floor, 101 Monroe Street, Rockville, Maryland, 20850. Comments may also be e-mailed to beth.feldman@co.mo.md.us.
- STAFF:** For additional information, please contact Beth Feldman, Montgomery County Fire and Rescue Service, on (240) 777-2423.
- BACKGROUND:** All Local Fire and Rescue Department and County Merit System fire and rescue service personnel, and the Division Chiefs who meet the applicable experience and training requirements and certification standards, are eligible to advance to all levels in the chain of command. The IECS is being adopted to make the rank structure consistent with the current personnel classification

	<h1 style="text-align: center;">EXECUTIVE REGULATION</h1> <h2 style="text-align: center;">MONTGOMERY COUNTY FIRE AND RESCUE COMMISSION</h2>	No. 02-01
		EFFECTIVE DATE: 6/26/01
	TITLE Integrated Emergency Command Structure (IECS)	PAGE 2 OF 8

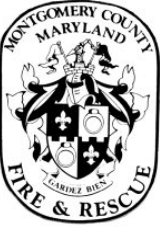
system, and to reflect the terminology and structural changes implemented during the recent reorganization of the fire and rescue service.

Sec. 1. **Purpose:** To adopt an integrated emergency chain of command for the Montgomery County Fire and Rescue Service that reflects the current rank structure, terminology, and structural changes implemented by the recent reorganization of the fire and rescue service.

Sec. 2. **Applicability.** This regulation applies to all Montgomery County Fire and Rescue Service personnel, including volunteers of the Local Fire and Rescue Departments, County Merit System employees, and the Division Chiefs, on all incidents. This Integrated Emergency Command Structure regulation should be read in conjunction with the *Fire and Rescue Service Disaster Plan*, adopted by the Fire and Rescue Commission under Sec. 21- 9 of the County Code.


Sec. 3. **Definitions.**

- a. **Administrative Leave/Suspension.** Period of removal from the IECS, approved or ordered by the Fire Administrator, the LFRD's Chief, or the DFRS Division Chief, resulting from loss of certification, the investigation of incidents or charges, or the determination as to an individual's continued fitness for duty.
- b. **Certified.** Personnel who meet the Fire and Rescue Commission's current certification standards for training and experience requirements for a specific rank, and are authorized by the Fire Administrator as eligible to serve at that specific rank.
- c. **Command Officer.** An individual certified as a Fire/Rescue EMS Provider District/Duty Chief, Fire and Rescue District/Duty Chief, Fire/Rescue Assistant Chief, Fire/Rescue Deputy Chief, or Fire/Rescue Chief.
- d. **District.** A geographic area of the County defined by the Fire Administrator, and comprising a group of fire and rescue stations.
 - a. **Division of Fire and Rescue Services (DFRS).** The Division of the Montgomery County Fire and Rescue Service that comprises career employees and DFRS volunteers. The Division shares with the Local Fire and Rescue Departments the

	<h1 style="text-align: center;">EXECUTIVE REGULATION</h1> <h2 style="text-align: center;">MONTGOMERY COUNTY FIRE AND RESCUE COMMISSION</h2>	No. 02-01
		EFFECTIVE DATE: 6/26/01
	TITLE Integrated Emergency Command Structure (IECS)	PAGE 3 OF 8

responsibility for providing direct fire suppression, rescue, and emergency medical services.

- f. **Division of Volunteer Fire and Rescue Services (DVFRS)**. The Division of the Montgomery County Fire and Rescue Service that, along with the Local Fire and Rescue Departments, shares with DFRS the responsibility for providing direct fire suppression, rescue, and emergency medical services.
- g. **Duty Officer**. An individual designated by a Local Fire and Rescue Department or DFRS as the on-duty Command Officer.
- h. **Emergency Medical Service (EMS) Providers**. In accordance with FRC Regulation No. 2-98AMII, as of January 23, 2001, this is the designated title of volunteer members of a Local Fire and Rescue Department who are certified to perform only emergency medical services duties.
- i. **Fire Administrator**. The non-uniformed department head of the Montgomery County Fire and Rescue Service, appointed by the County Executive. The Administrator serves as ex officio chair of the Fire and Rescue Commission, and is responsible for implementing and enforcing Commission policies and regulations, administering all fire and rescue services provided in the County, and supervising the Chiefs of both the Division of Fire and Rescue Services and the Division of Volunteer Fire and Rescue Services.
- j. **Incident**. Any event that requires the Emergency Communications Center to dispatch or acknowledge the response of a fire, rescue, or EMS unit.
- k. **Incident Commander**. The officer on the scene in charge of an incident, who is responsible for the strategic decisions and the assignment of other primary supervisory functional positions necessary to control an incident. The Incident Commander must handle any function or responsibility appropriate to a given incident that he/she has not delegated.
- l. **Jurisdiction**. A Local Fire and Rescue Department's first due area. On incidents primarily involving patient care, extrication, or rescue, the LFRD's jurisdiction is defined by its first due ambulance area. On all other incidents, the LFRD's jurisdiction is defined by its first due engine area. The jurisdiction of the DFRS and DVFRS Division Chiefs encompasses all of Montgomery County.

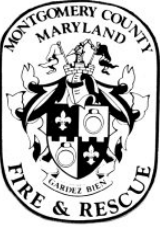
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			EFFECTIVE DATE: 6/26/01
	TITLE	Integrated Emergency Command Structure (IECS)	PAGE 4 OF 8

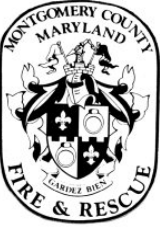
- m. **Local Fire and Rescue Department (LFRD)**. A component of the Montgomery County Fire and Rescue Service that provides direct fire suppression, rescue, and emergency medical services, in conjunction with DFRS.
- n. **Montgomery County Fire and Rescue Service (MCFRS)**. The combined service comprising the Division of Fire and Rescue Services and the Division of Volunteer Fire and Rescue Services that includes the Local Fire and Rescue Departments.
- o. **Primary Units**. Engines, ladder trucks, towers, quints, rescue squads, medic units, and ALS chase cars.
- p. **Primary Unit Officer**. An individual who is certified as a Firefighter/Rescuer III, Master Firefighter/Rescuer, Fire/Rescue Lieutenant, or Fire/Rescue Captain. A primary unit officer also includes an individual who is functioning as a paramedic in charge of a medic unit or an ALS chase car, irrespective of rank.

Sec. 4. Policy.

- a. **Integrated Emergency Command Structure Established**. The Integrated Emergency Command Structure (IECS) is hereby established. The IECS includes an operational chain of command that provides for the integration of all **certified** fire and rescue service personnel into the command structure, and a system to provide **Primary Unit Officers** on all **Primary Units** and **Command Officers** on **incidents** in the County, as required.
- b. **Operational Chain of Command Established**. The operational chain of command is established as follows:

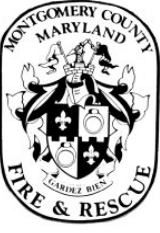
Fire/Rescue Chief
 Fire/Rescue Deputy Chief
 Fire/Rescue Assistant Chief
 Fire/Rescue District/Duty Chief/**EMS Provider**
 Fire/Rescue Captain/**EMS Provider**
 Fire/Rescue Lieutenant/**EMS Provider**
 Master Firefighter/Rescuer/**EMS Provider**
 Firefighter/Rescuer III or Rescuer III/**EMS Provider**
 Firefighter/Rescuer II or Rescuer II/**EMS Provider**


	<h1 style="text-align: center;">EXECUTIVE REGULATION</h1> <h2 style="text-align: center;">MONTGOMERY COUNTY FIRE AND RESCUE COMMISSION</h2>	No. 02-01
		EFFECTIVE DATE: 6/26/01
	TITLE Integrated Emergency Command Structure (IECS)	PAGE 5 OF 8
<p>Firefighter/Rescuer I or Rescuer I/EMS Provider Firefighter/Rescuer or Rescuer/EMS Provider</p> <ol style="list-style-type: none"> 1. All personnel except Firefighter/Rescuer or Rescuer must be appointed, promoted, or elected by the LFRD, or appointed or promoted by DFRS, DVFRS, or the County Executive, and certified by the Fire Administrator to participate at any level in the chain of command. 2. EMS Providers. <ol style="list-style-type: none"> A. EMS Provider Unit Officers may act as Incident Commanders only if a Primary Unit Officer is not on the scene of an incident. B. EMS Provider Command Officers may act as Incident Commanders only on incidents primarily involving patient care. However, by virtue of their advanced level of EMS training and certification, the EMS Provider District/Duty Chief should be assigned EMS Sector or patient care responsibilities after the arrival of an equal or higher-ranking fire/rescue Command Officer. 3. The highest-ranking officer on the scene of an incident is in command until relieved of command by a higher-ranking officer. The higher-ranking officer's arrival on the scene does not automatically relieve the lower-ranking officer of incident command. Those Command Officers must exchange command with a face-to-face meeting or, under extenuating circumstances, by radio transmission. When no Command Officer is on the scene, the highest-ranking Command Officer who is responding will receive a courtesy consultation before any units are returned, and/or when the incident is terminated. 4. The first arriving officer is the Incident Commander. The dispatched Command Officer from the first due jurisdiction, which includes a DFRS District Chief, may assume command from a non-dispatched Command Officer of equal rank. All fire and rescue chiefs, including the Chiefs of DFRS and DVFRS, have command authority within Montgomery County. A fire and rescue chief has the authority to assume command over an incident within his or her jurisdiction. 		

	<h1 style="text-align: center;">EXECUTIVE REGULATION</h1> <h2 style="text-align: center;">MONTGOMERY COUNTY FIRE AND RESCUE COMMISSION</h2>	No. 02-01
		EFFECTIVE DATE: 6/26/01
	TITLE Integrated Emergency Command Structure (IECS)	PAGE 6 OF 8

Sec. 5. Procedure.

- a. **Certification Process.** The **Fire Administrator** is the certification authority. In accordance with this Executive Regulation, the **Fire Administrator** certifies individuals who meet the Fire and Rescue Commission's current certification standards for training and experience requirements as being eligible to participate in the Integrated Emergency Command Structure at a specific rank.
 1. The **Fire Administrator** will verify that the qualifications submitted for each individual meet the applicable certification standards for training and experience requirements before certification.
 2. The **Fire Administrator** will verify that **Command Officers** have met the Fire and Rescue Commission's annual continuing education requirements.
- b. **Certified List.** The **Fire Administrator** will provide to the Montgomery County Fire and Rescue Service a current list of **certified** personnel.
- c. **Rank Structure.** The **LFRDs** may appoint, elect, or promote, and **DFRS** may appoint or promote qualified individuals. Both the **LFRDs** and **DFRS** must continually keep the **Fire Administrator** apprised of any changes in their rank structures by submitting notice to the **Fire Administrator** within 14 calendar days of the change. The **Fire Administrator** must act on a request for certification within 60 calendar days after its receipt. However, no personnel above the rank of Firefighter/Rescuer I/**EMS Provider** can participate in the IECS above their **certified** rank for more than 75 calendar days without prior certification by the **Fire Administrator**.
- d. **Command Officer Availability System.** This system is established to ensure that Command Officers are available for response to **incidents** in all areas of the County.
 1. **Local Fire and Rescue Department Responsibilities.** Each **LFRD** must schedule a **Command Officer** to be on-duty as the **Duty Officer** at all times. The **Duty Officer** must not be assigned to a **Primary Unit**.
 2. **Division of Fire and Rescue Service Command Officers.** A **DFRS** **Command Officer** may serve as the **LFRD**-designated **Duty Officer** or

	<h1 style="text-align: center;">EXECUTIVE REGULATION</h1> <h2 style="text-align: center;">MONTGOMERY COUNTY FIRE AND RESCUE COMMISSION</h2>	No. 02-01
		EFFECTIVE DATE: 6/26/01
	TITLE Integrated Emergency Command Structure (IECS)	PAGE 7 OF 8
<p>Command Officer. DFRS must make Command Officers available, within budgetary constraints, for scheduling as Duty Officers.</p> <p>3. <u>Dispatch of Command Officers.</u> A Command Officer must be dispatched on incidents, as required by the response assignments approved by the Fire and Rescue Commission. The Division of Fire and Rescue Service, through its operation of the Emergency Communications Center, will ensure the availability of a system to notify the jurisdiction's Duty Officer of all incidents in his/her jurisdiction.</p> <p>4. <u>Dispatch of Additional Command Officers.</u> When specified in dispatch assignments or requested by the Incident Commander, the Emergency Communications Center must dispatch the next due available Command Officer.</p> <p>5. <u>Response of Command Officers.</u> Dispatched Duty Officers may respond to any incident in their jurisdiction or district, subject to procedures developed by the Fire Administrator and approved by the Fire and Rescue Commission. Command Officers may respond based on their proximity to the incident, and after notifying ECC of their current location. A Command Officer may serve as a Primary Unit Officer if qualified on that specific unit. A Command Officer may not serve simultaneously as both a Primary Unit Officer and as a Duty Officer.</p> <p>6. <u>Out of County Response.</u> On any incident dispatched outside of Montgomery County, the LFRD Duty Officer or District Chief may respond with the requested units. The LFRD Chief or the DFRS Shift Chief may also respond.</p> <p>e. <u>Primary Unit Officers.</u> A Primary Unit must have a certified Primary Unit Officer at all times. If a Primary Unit responds without a certified Primary Unit Officer, the unit must notify the ECC that it is responding understaffed.</p> <p>f. <u>Administrative Leave/Suspension.</u> The Fire Administrator, LFRD Chief, or DFRS Chief, as appropriate, may place an individual on Administrative Leave/Suspension for cause or misconduct, in accordance with Montgomery County Code Section 21-3(g).</p>		

	<h1 style="margin: 0;">EXECUTIVE REGULATION</h1> <h2 style="margin: 10px 0 0 0;">MONTGOMERY COUNTY FIRE AND RESCUE COMMISSION</h2>	No. 02-01
		EFFECTIVE DATE: 6/26/01
	TITLE Integrated Emergency Command Structure (IECS)	PAGE 8 OF 8

- g. **Appeals**. An individual who was not **certified**, was decertified, or who was placed on **Administrative Leave/Suspension**, may appeal to the appropriate authority, in accordance with Fire and Rescue Commission policy. The **appeal** must include appropriate documentation.

Sec.6. **Review**. The Fire and Rescue Commission regularly must review the *Integrated Emergency Command Structure* Executive Regulation, and if at least five members vote in favor of any change that will improve public safety, amend it as necessary.

Sec. 7. **Severability**. If a court of final appeal holds that any part of this regulation is invalid, that ruling does not affect the validity of other parts of the regulation.

Sec. 8. **Enforcement**. The **Fire Administrator** is the enforcement authority for all policies and regulations of the Montgomery County Fire and Rescue Service.

Sec. 9. **Effective Date**. This regulation is effective on June 26, 2001

ATTEST:

Gordon A. Aoyagi, Fire Administrator

April 17, 2001

Date

IECS reconstruction BF 8-4-03